

## **eVA Interface and Integration Design Team – Import/Export Group**

### **Meeting Minutes**

April 3, 2003

#### **Opening:**

A meeting of the eVA import/export interface workgroup was called to order at 10:00 AM on 4/3/2003 in Richmond.

#### **Present:**

Regina Baxter, DMHMRSAS (phone)	Doug Mathews, JMU (phone)
Wayne Durrer, JMU (phone)	Donnie Mongold, JMU (phone)
Kenny Goins, JMU (phone)	Jim Roberts, DMHMRSAS (phone)
Maria Hatcher, DGS	Dan Rogerson, ODU (phone)
Stephen Hudson, DGS	Bob Stufflebeem, DMHMRSAS (phone)
Cheryl Kimball, DOLI/DCR (phone)	

#### **A. Approval of Agenda**

The informal agenda:

- 1 – Implementation Status
- 2 – New Work
- 3 – Agencies General Status
- 4 – Policy Questions

#### **B. Approval of Minutes**

Previous meeting minutes were reviewed.

#### **C. Issues**

##### **Open Issues**

1. It was reported that vendors are having problems accessing the system on weekends. The group would like to know time periods when eVA Vendor Registration is not available.  
*Status: Marion Lancaster has contacted the eVA Contract Officer to give the exact time when the system should be available.*

*10/31/2002 – The contract officer is working on the response. At a minimum, the system should normally be available Monday through Friday from 8AM to 6PM. The contract officer is working on the exact schedule that includes non-business hours such as nights and weekends.*

*11/14/02 – Waiting on AMS for official answer.*

##### **Closed Issues**

No items closed at this session.

\*\*\* Note: Minutes reflect discussions, not final decisions. A separate document will be provided with final decisions.

#### **D. New Business**

1. Implementation Status  
Nothing to report.
2. New Work  
Nothing to report.
3. Production Status  
DGS –
  - Policy FAQs has been posted the 'Technical' web page.
  - The rounding problem with unit price in the eMall (anything less than .0050 rounding to 0) on the line item of requisitions reported in February has been fixed and is implemented in production. The decimal position has been increased to five positions and all positions are displayed in the eMall.
  - The AMS Service Level Agreement was emailed to the interface group this morning.
  - Modifications to the BizTalk email notifications as proposed by Richard Brough are on hold. Maria Hatcher reported that it will take at least two weeks to modify and test the code. While looking at the code that needs to be modified to add the preparer id and the header cross-reference field, Maria discovered that several lines of code need to be modified and additional arguments (preparer id and header cross-reference) need to be passed to the three functions that generate the email notifications. She also discovered that the agency reference id and the PO are concatenated as a string when passed as argument to the functions. These fields will need to be separated. Maria will look at alternatives and present to the group at the next weekly meeting and also ask the group if they still want to pursue the modifications as proposed by Richard.

VDOT –

- Representatives not present.

DMAS –

- Representatives not present.

DSS –

- Representatives not present.

DMME –

- Representatives not present.

ABC –

- Representatives not present.

DOLI –

- Cheryl Kimball reported that the management has decided to start working on change/cancellation orders.
- The agency has received no updates on the policy issue questions as of yet.

DEQ –

- Representatives not present.

DCR –

- Cheryl Kimball reported that she is getting ready to test change/cancellation orders.

VATECH –

- Representatives not present.

UVA -

- Representatives not present.

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VCU -

- Representatives not present.

4. Agency General Status  
DMHMRSAS-

- Jim Roberts reported that they are ready to resume work on the requisition line and header comments, and the supplier part number. The vendor will not be available until the end of next week to resume work on the interface.

VCE -

- Representatives not present.

JMU -

- Doug Mathews reported that they went live with the export on March 28<sup>th</sup>. He reported no problems with the implementation.
- Wayne Durrer would like to know if there are any agencies that are placing capital construction orders in eVA (online). Stephen Hudson will talk with the rest of the DPS Account Executives to see if they know of any agencies that are placing these types of orders in eVA and let him know.

ODU -

- Dan Rogerson reported that in test they have been able to convert eVA DO order exports to invoices and issued checks. This has been a major milestone for them. Now they are working on order export for change and cancelled orders.
- Dan reported that he noticed several Tax ids in the vendor report with embedded dashes. Maria will send him email address of the DPS Supplier Adoption team to send example and ask them to correct.
- Dan asked how he can obtain the new Java Client 2.0. Maria will email him information on how to obtain.
- Dan asked if there are any plans to have some type of message broker that will handle encumbrance between eVA and ERP. Maria responded she is not aware of any plan to have this capability in the very near future, but will ask the eVA project team.

8. Policy Questions

11/14/02 -

*How do you identify grant orders in eMall for exempt vendors to prevent vendors from paying the transaction fee?*

*Need more clarification on item #4 and #8 on FAQs responses provided by Jan Bond in the meeting.*

*Will the policies recognize a difference between ERP agencies and direct entry agencies. PIMs and policies usually reference only agency procedures dealing with direct entry vs. ERP agencies.*

01/23/03 - Chris Childress would like to have formalized policy from the DPS Policy team of when change orders should be generated in order to adhere to eVA policies.

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The next weekly interface meeting will be held on Thursday, April 10, 2003 at DGS in the ISS 9<sup>th</sup> floor conference room from 10:00 a.m. to 12:00 p.m. Please be prepared to give your agency's status on the import interface effort and problems if any.

**Open Action Items**

1. Find out if and how agencies will have access to the DGS Holding database. (Marion Lancaster)
2. Debbie Adams would like to know what other interfaces are on schedule and the timeline. (Marion Lancaster)

**Closed Action Items**

No actions items closed at this session.

Prepared by Maria F. Hatcher

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